

BOARD OF SUPERVISORS

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Clerk of the Board

**COUNTY OF HUMBOLDT  
BOARD OF SUPERVISORS  
825 FIFTH STREET  
EUREKA, CA 95501  
SUPERVISORS' CHAMBER, FIRST FLOOR**

**AGENDA - Final**

Tuesday, January 30, 2024

9:00 AM

Regular Meeting - Hybrid

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The County of Humboldt is committed to providing equal access to all county programs, services and activities through the provision of accommodations for individuals with qualified disabilities as required under the Americans with Disabilities Act. With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the Clerk of the Board Office at 707-476-2390 or by email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us) or the ADA Coordinator at 844-365-0352 or by email at [ada@co.humboldt.ca.us](mailto:ada@co.humboldt.ca.us).

The Fourth Street Courthouse entrance re-opened to the public on Monday, September 11, 2023; However, the Fourth Street parking lot will remain closed while exterior work is completed. ADA Accessible parking is available in the dirt parking lot on the north side of the jail, located on K and Fourth Streets

If you are unable to access the courthouse due to the closure of the 4th Street entrances remote/teleconferencing, live viewing of meetings is available on Access Humboldt as well as streaming of the meeting. Public comment can be made through Zoom or email.

**REMOTE/TELECONFERENCE PARTICIPATION**

Conference Line: 720 707 2699

Meeting ID: 879 1605 7269

Please note: Those not able to attend the Board of Supervisors meeting in person will have the opportunity to provide public comment via Zoom; however, the County of Humboldt cannot guarantee that the Zoom system will be available for the entirety of every meeting. The only ways to guarantee that your comment is received and considered by the Board of Supervisors are to attend the meeting person or submit your comment in writing in advance of the meeting.

**Zoom Public Comment:**

When the Board of Supervisors announce the agenda item that you wish to comment on, call the conference line, enter Meeting ID and press star (\*) 9 on your phone, this will raise your hand. You'll continue to hear the Board meeting on the call. When it is time for public comment on the item you wish to speak on, you'll hear a prompt that will indicate your phone is unmuted. Please state your name and the agenda item number you will be commenting on. You will have 3 minutes to comment. Please turn off your TV or live stream to avoid delays.

**Email Public Comment:**

To submit public comment to the Board please email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us), provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.

Any written materials related to an item on this agenda submitted to the Board of Supervisors less than 72 hours prior to the Board meeting, and that are public records subject to the Public Records Act, are available for public inspection in the office of the Clerk of the Board at 825 5th Street, Suite 111, Eureka, during normal business hours.

Persons wishing to file documentation on any agenda item for the official record must submit an original and seven (7) copies of each document to the Clerk of the Board of Supervisors, Room 111 of the County Courthouse, 825 5th Street in Eureka. Documentation includes, but is not limited to, written correspondence, audio and video tapes, maps, photographs, and petitions. Failure to submit the required number of copies will result in the document/s not being placed in the official record. (Per Board of Supervisors' policy adopted on March 21, 1995.)

You may access the live stream of the meeting by using the following link:  
<https://humboldt.legistar.com>

**A. ROLL CALL**

**B. SALUTE TO THE FLAG**

**C. MODIFICATIONS TO THE AGENDA**

**D. CONSENT CALENDAR**

**Agricultural Commissioner**

[23-1575](#)

1. Approval of Standard Agreement No. 23-0234-002-SF, Pest Detection Trapping Contract with the California Department of Food and Agriculture in the amount of \$21,582

- Recommendation:** That the Board of Supervisors:
1. Approve Standard Agreement No. 23-0234-002-SF, known as the Pest Detection Trapping Program Contract with the California Department of Food and Agriculture;
  2. Authorize the Chair to sign the original agreement, one copy of the cover page, and the contractor certification, then return all signed copies to the Agricultural Commissioner's office for further processing; and
  3. Grant a waiver from the provisions of the Nuclear Free Ordinance as the contract provides no direct conflict with the intent of Nuclear Free Ordinance.

- Attachments:** [Staff Report](#)  
[Standard Agreement No. 23-0234-002-SF.pdf](#)  
[Executed Agreement Number 23-0234-002-SF.pdf](#)

### **Aviation**

[24-108](#)

2. Supplemental Budget and Request to Establish a Fixed Asset Line for Budget ,3530-381 for the Purchase of One (1) New EZ Liner Model TS-AL320 Paint Striping Machine (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Approve the Supplemental Budget (Attachment 1) in the amount of \$354,224 and establish a fixed asset line in fiscal year (FY) 2023-24 for the purchase of one new EZ Liner Model TS-AL320 paint striping machine (4/5 Vote Required).

- Attachments:** [Staff Report](#)  
[Supplemental Budget \(3530381\).xlsx](#)

### **Board of Supervisors**

[24-127](#)

3. Proclaim January 2024 as Human Trafficking Awareness Month in Humboldt County (Supervisor Michelle Bushnell)

- Recommendation:** That the Board of Supervisors:
1. Adopt the proclamation.

**Sponsors:** Supervisor Bushnell

- Attachments:** [Staff Report](#)  
[Proclamation.pdf](#)

[24-146](#)

4. Adjourn in Memory of Wayne Maples (Supervisor Rex Bohn)

**Recommendation:** That the Board of Supervisors:  
1. Ratify the signatures on the Certificate of Adjournment.

**Sponsors:** Supervisor Bohn

**Attachments:** [Staff Report](#)

**Clerk of the Board**

[24-38](#)

5. Notice of Vacancy for an At-large Member on the Humboldt County Planning Commission

**Recommendation:** That the Board of Supervisors:  
1. Receive and file the report.

**Attachments:** [Staff Report](#)  
[PlanningAtLarge013024.pdf](#)

[24-138](#)

6. Letters of Appreciation to Allison Tans, Colleen Broderick and Leonor Ramirez for their Service on the Behavioral Health Board

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the Letters of Appreciation.

**Sponsors:** Supervisor Arroyo

**Attachments:** [Staff Report](#)  
[Letters of Appreciation BHB.pdf](#)  
[Executed Letters of Appreciation .pdf](#)

[24-155](#)

7. Approval of the Action Summary - Meeting of January 23, 2024

**Recommendation:** That the Board of Supervisors:  
1. Approve the Action Summary for the meeting of January 23, 2024, and authorize the Clerk of the Board and the Board Chair to sign the minute book in accordance with California Governmental Code Section 25103.

**Attachments:** [Staff Report](#)  
[Action Summary - January 23, 2024.pdf](#)  
[Minute Sheet.docx](#)  
[Executed - Action Summary - January 23, 2024.pdf](#)

**Department of Health and Human Services: Administration**[24-79](#)

8. Memorandum of Understanding with First 5 Humboldt Regarding Implementation of the California Department of Social Services' Road to Resilience Partnership Program in Humboldt County

**Recommendation:** That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached memorandum of understanding with First 5 Humboldt regarding implementation of the California Department of Social Services' Road to Resilience Partnership Program in Humboldt County for the period of Jan. 30, 2024 through June 30, 2027;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached memorandum of understanding, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed original copy of the attached memorandum of understanding to the Department of Health and Human Services - Contract Unit for further processing.

**Attachments:** [Staff Report](#)  
[FY 23-24 First Five Humboldt Road to Resilience Partnership Program MOU - fj](#)  
[Executed MOU - First 5.pdf](#)

[24-119](#)

9. Authorize a Temporary Increase in Pay for Lucas Villalpando, Eligibility Specialist III, Pursuant to Section 12.4.1 of the American Federation of State, County and Municipal Employees (AFSCME) Memorandum of Understanding (MOU)

**Recommendation:** That the Board of Supervisors:

1. Authorize a temporary increase in pay for Eligibility Specialist III Lucas Villalpando (class 1731C, range 424) as though promoted to Eligibility Supervisor (class 1729, range 454) beginning Dec. 24, 2023, and continuing until the incumbent returns.

**Attachments:** [Staff Report](#)  
[L. Villalpando Acting Sup.pdf](#)

**Human Resources**[23-1640](#)

10. Adopt Salary Increases for Classifications in the Probation Department; Deallocate Positions in the Probation Department; and Adopt Corrections and Modifications to the Comprehensive Compensation Schedule and Classification Summary

**Recommendation:**

That the Board of Supervisors:

1. Approve the revised salary range for Juvenile Corrections Officer I (class #0486A), from salary range 375 to salary range 395, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
2. Approve the revised salary range for Juvenile Corrections Officer II (class #0486B), from salary range 395 to salary range 415, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
3. Approve the revised salary range for Senior Juvenile Corrections Officer (class #0487), from salary range 415 to salary range 435, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
4. Approve the revised salary range for Supervising Juvenile Corrections Officer (class #0485), from salary range 438 to salary range 455, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
5. Approve the revised salary range for Probation Officer I (class #0473A), from salary range 406 to salary range 426, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
6. Approve the revised salary range for Probation Officer II (class #0473B), from salary range 438 to salary range 446, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
7. Approve the revised salary range for Senior Probation Officer (class #0469), from salary range 455 to salary range 466, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
8. Approve the revised salary range for Supervising Probation Officer (class #0470), from salary range 477 to salary range 496, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
9. Approve the revised salary range for Juvenile Corrections Facility Manager (class #0482), from salary range 473 to salary range 496, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
10. Approve the revised salary range for Probation Division Director (class #0475), from salary range 493 to salary range 516, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
11. Approve the revised salary range for Assistant Chief Probation Officer (class #0474), from salary range 529 to salary range 536, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following board approval;
12. Deallocate one 1.0 full time equivalent (FTE) Supervising Juvenile Corrections Officer (class #0485, position 07) from Budget Unit (BU) 234;

13. Deallocate two 1.0 FTE Probation Officer I/II (class #0473A/B, positions 23 and 20) from BU 235;
14. Deallocate one 1.0 FTE Senior Probation Officer (class #0469, position 06) from BU 235;
15. Modify the class number for the Senior Radio Communications Technician from class #0190 to class #0780 effective 05/28/2023;
16. Modify the class number for the Radio Communications Technician I/II from class #0186A/B to class #0781A/B effective 05/28/2023;
17. Adopt the retitled name for the "Comprehensive Compensation Schedule and Classification Summary" to "Compensation Schedule" effective Feb. 4, 2024;
18. Abolish the following 37.5-hour classifications from the classification system effective December 24, 2023:
  - a. Administrative Analyst I/II (37.5) class #0623A/B
  - b. Executive Secretary (37.5) class #0163
  - c. Legal Office Assistant I/II (37.5) class #0153A/B
  - d. Medical Office Assistant I/II (37.5) class #0570A/B
  - e. Victim Witness Program Specialist (37.5) class #0689
19. Abolish the following 40-hour classifications from the classification system effective December 24, 2023:
  - a. Senior Health Program Manager (M&C) class #0539
  - b. Accountant / Auditor I/II (M&C) class #0606A/B
  - c. Paralegal I/II (M&C) class #0452A/B
  - d. Personnel Assistant (M&C) class #0151
  - e. Personnel Technician (M&C) class #0609
  - f. ADA Coordinator (M&C) class #0199
  - g. Development Assistance Manager (M&C) class #0619
  - h. Legal Analyst (M&C) class #0638
  - i. Economic Development Specialist (M&C) class #0634
  - j. Executive Secretary - Children and Family Commission (M&C) class #0181
  - k. Fiscal Services Supervisor (M&C) class #0174
  - l. Investigator (M&C) class #0417
  - m. Legal Office Assistant I/II (M&C) class #0197A/B
  - n. Senior Fiscal Assistant (M&C) class #0123
  - o. Senior Office Assistant (M&C) class #0110
  - p. Employment & Training Manager (M&C) class #0851
  - q. Assistant County Physician (AFSCME) class #0547
  - r. Real Property Manager (M&C) class #0620
  - s. Departmental Information Systems Supervisor (AFSCME) class #0759
20. Abolish the 37.5-hour Executive Secretary (AFSCME) class #0163 from the classification system effective July 22nd, 2023;
21. Adopt the 40-hour Executive Secretary (AFSCME) class #0163 into the classification system effective July 23rd, 2023, and place the current incumbent of the abolished 37.5-hour classification, Abigail Hamilton, into the 40-hour Executive Secretary (class #0163) classification effective August 7th, 2023. The salary range should be equivalent to the 37.5-hour classification, which would be salary range 392 effective December 24,

2023, range 387 effective October 29, 2023, range 387 effective October 1, 2023, range 387 effective September 17, 2023, range 387 and effective July 23, 2023;

22. Adopt the revised and corrected Compensation Schedules dated December 24, 2023, October 29, 2023, October 1, 2023, September 17, 2023, July 23, 2023, July 9, 2023, June 11, 2023, May 28, 2023, April 2, 2023, March 19, 2023, December 25, 2022, December 11, 2022, October 25, 2022, July 10, 2022, June 28, 2022, May 3, 2022, April 17, 2022, April 3, 2022, March 20, 2022, March 6, 2022, February 6, 2022, January 9, 2022, December 26, 2021, September 14, 2021, August 31, 2021, August 22, 2021, August 10, 2021, July 25, 2021, May 25, 2021, May 18, 2021, and April 6, 2021 (Attachments 01 - 31);

23. Adopt the Compensation Schedule dated 02/04/2024 (Attachment 32);

24. Adopt the attached Resolution (Attachment 33) effective the pay period following board approval.



**Attachments:**[Staff Report](#)[2021-04-06 Comprehensive Compensation Schedule and Classification Summary](#)[2021-05-18 Comprehensive Compensation Schedule and Classification Summary](#)[2021-05-25 Comprehensive Compensation Schedule and Classification Summary](#)[2021-07-25 Comprehensive Compensation Schedule and Classification Summary](#)[2021-08-10 Comprehensive Compensation Schedule and Classification Summary](#)[2021-08-22 Comprehensive Compensation Schedule and Classification Summary](#)[2021-08-31 Comprehensive Compensation Schedule and Classification Summary](#)[2021-09-14 Comprehensive Compensation Schedule and Classification Summary](#)[2021-12-26 Comprehensive Compensation Schedule and Classification Summary](#)[2022-01-09 Comprehensive Compensation Schedule and Classification Summary](#)[2022-02-06 Comprehensive Compensation Schedule and Classification Summary](#)[2022-03-06 Comprehensive Compensation Schedule and Classification Summary](#)[2022-03-20 Comprehensive Compensation Schedule and Classification Summary](#)[2022-04-03 Comprehensive Compensation Schedule and Classification Summary](#)[2022-04-17 Comprehensive Compensation Schedule and Classification Summary](#)[2022-05-03 Comprehensive Compensation Schedule and Classification Summary](#)[2022-06-28 Comprehensive Compensation Schedule and Classification Summary](#)[2022-07-10 Comprehensive Compensation Schedule and Classification Summary](#)[2022-10-25 Comprehensive Compensation Schedule and Classification Summary](#)[2022-12-11 Comprehensive Compensation Schedule and Classification Summary](#)[2022-12-25 Comprehensive Compensation Schedule and Classification Summary](#)[2023-03-19 Comprehensive Compensation Schedule and Classification Summary](#)[2023-04-02 Comprehensive Compensation Schedule and Classification Summary](#)[2023-05-28 Comprehensive Compensation Schedule and Classification Summary](#)[2023-06-11 Comprehensive Compensation Schedule and Classification Summary](#)[2023-07-09 Comprehensive Compensation Schedule and Classification Summary](#)[2023-07-23 Comprehensive Compensation Schedule and Classification Summary](#)[2023-09-17 Comprehensive Compensation Schedule and Classification Summary](#)[2023-10-01 Comprehensive Compensation Schedule and Classification Summary](#)[2023-10-29 Comprehensive Compensation Schedule and Classification Summary](#)[2023-12-24 Compensation Schedule.xlsx](#)[2024-02-04 Compensation Schedule .xlsx](#)[Attachment 33 Resolution No. AFSCME.docx](#)[Resolution No. 24-10.pdf](#)**Libraries**[24-37](#)

11. Position Allocation Modification for Library to Deallocate 1.0 Full-Time Equivalent (FTE) Executive Secretary and Allocate 1.0 FTE Administrative Services Officer

**Recommendation:** That the Board of Supervisors:

1. Approve the allocation of 1.0 FTE Administrative Services Officer (class 0776, salary range 463) in budget unit 1500-621 effective the first pay period following approval ; and
2. Approve the deallocation of 1.0 FTE Executive Secretary (class 0167, salary range 418) in budget unit 1500-621 effective the first pay period following approval.

**Attachments:** [Staff Report](#)

### **Public Works**

[24-67](#)

12. Request for Qualifications No. DPW 2024-001 Regarding the Provision of On-Call Professional Construction Management Services

**Recommendation:** That the Board of Supervisors:

1. Approve, and authorize the Director of Public Works to advertise and distribute, the attached request for qualifications regarding the provision of on-call professional construction management services.

**Attachments:** [Staff Report](#)  
[RFQ No DPW2024-001 On-Call Professional Construction Management Services](#)

[24-87](#)

13. Resolution to Summarily Vacate a Portion of Undeveloped Knox Cove Road in McKinleyville

**Recommendation:** That the Board of Supervisors:

1. Find that the proposed vacation is exempt from California Environmental Quality Act (CEQA) Guidelines pursuant to California Code of Regulations, Title 14, Chapter 3, Section 15305 - "Minor Alterations in Land Use Limitations";
2. Adopt the attached resolution to summarily vacate a portion of Knox Cove Road in McKinleyville pursuant to California Streets and Highways Code Section 8331;
3. Direct the Clerk of the Board to record, via the Land Use Division of the Department of Public Works, a fully executed certified copy of the resolution in the Office of the County Recorder after APN 510-371-064 and APN 510-371-036 have been merged; and
4. Direct Public Works staff to file a Notice of Exemption finding that the Project is categorically exempt from environmental review pursuant California Environmental Quality Act (CEQA) Guidelines set forth in California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15305 - "Minor Alterations in Land Use Limitations" (Attachment 6).

**Attachments:** [Staff Report](#)  
[Attachment 1 - Resolution to Summarily Vacate \[0.1 MB\]](#)  
[Attachment 2 - Planning Commission Report \[2.3 MB\]](#)  
[Attachment 3 - Arcata Fire Correspondence \[1.3 MB\]](#)  
[Attachment 4 - Coastal Commission Correspondence \[0.1 MB\]](#)  
[Attachment 5 - Utility Company Correspondence \[0.2 MB\]](#)  
[Attachment 6 - CEQA Notice of Exemption \[0.1 MB\]](#)  
[Resolution No. 24-11.pdf](#)

[24-117](#)

14. Resolution Administering all Agency State Agreements, Master Agreements for Federal Aid Projects and Delegation to Public Works Director to Sign Program Supplemental Agreements

**Recommendation:** That the Board of Supervisors:

1. Adopt the attached resolution to delegate to the Director or Acting Director of Humboldt County Public Works the authority to sign all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements and/or any amendments thereto with the California Department of Transportation (Caltrans).

**Attachments:** [Staff Report](#)  
[Resolution](#)  
[Resolution No. 24-12.pdf](#)

**Sheriff**

[24-57](#)

15. Exception to Fiscal Year (FY) 2023-24 Hiring Freeze for Humboldt County Sheriff's Office (HCSO) Critical Law Enforcement Positions

**Recommendation:** That the Board of Supervisors:

1. Approve an exception to the Fiscal Year (FY) 2023-24 hiring freeze for the following HCSO positions/classes for the remainder of FY2023-24 for any positions that were budgeted in FY2023-24 regardless of the funding source:
  - a. Correctional Deputy I/II (Class 0424), Sr. Correctional Deputy (Class 0421), Correctional Supervisor (Class 0420)
  - b. Sheriff Deputy I/II (Class 0406), Sheriff Deputy Recruit (Class 0418), Sheriff's Investigator (Class 0423), Sheriff's Sergeant (Class 0414), Sheriff's Lieutenant (Class 0406)
  - c. Emergency Communications Dispatcher (Class 0128), Senior Emergency Communications Dispatcher (Class 0127)
  - d. Community Services Officer (Class 0415)
  - e. Deputy Coroner/Public Administrator (Class 0445)

f. Animal Shelter/Care Attendant I/II (Class 0440)

**Attachments:** [Staff Report](#)

## E. ITEMS PULLED FROM CONSENT

## F. PUBLIC COMMENT ON NON-AGENDA ITEMS

## G. MATTERS SET FOR TIME CERTAIN

### **County Administrative Office**

[24-139](#)

1. 9:30 AM - 2024 Legislative Platform, Direct Spending Requests

**Recommendation:**

That the Board of Supervisors:

1. Provide input and direction to staff as desired regarding the proposed state and federal legislative platforms for 2024;
2. Provide input and direction as desired on state and federal policy issues to receive priority advocacy services;
3. Prioritize congressional and state direct funding requests;
4. Adopt the proposed state and federal legislative platforms, incorporating any changes desired by the Board, as the final platforms for 2024;
5. Direct the County Administrative Officer to submit the final version of the legislative platform to the state and federal officials, county-related associations and contractors, as appropriate; and
6. Authorize and direct the County Administrative Officer to advocate as needed to support the county's legislative platform, and resolutions adopted by the Board, during 2024.

**Attachments:**

[Staff Report](#)

[2024 Legislative Platform](#)

[CSAC Policy Committees and Responsible Areas](#)

[Public Works, Redwood Drive Garberville Direct Spending Request](#)

[Public Works, Trinidad Scenic Drive Direct Spending Request](#)

[DHHS, Public Health Laboratory Direct Spending Request](#)

### **Board of Supervisors (Closed Session)**

[24-107](#)

2. 11:00 AM - Pursuant to Government Code Sections 54954.5 and 54957 to Consider a Public Employee Performance Evaluation for the Position of the County Administrative Officer

### **County Counsel (Closed Session)**

[24-134](#)

3. 11:00 AM - Conference with Legal Counsel – pursuant to Government Code Section

54956.9(d)(1) to discuss existing litigation in the case of John Forest v. County of Humboldt, Humboldt County Superior Court Case No. CV2301916

[24-136](#)

4. 11:00 AM - Conference with Real Property Negotiators – Pursuant to Government Code Section 54956.8 to grant authority to its negotiators regarding the price and terms of payment for the purchase of real properties located at 803 4th Street, Eureka, California 95501 (Assessor Parcel Number 001-134-006). The County’s negotiators are identified as: Elishia Hayes, County Administrative Officer, and Sean Meehan, Public Works Deputy Director Facility Management. The parties with whom the County may negotiate are identified as: Tina Christensen-Kable, Realtor, Coldwell Banker Cutten Realty

[24-143](#)

5. 11:00 AM - Conference with Legal Counsel – pursuant to Government Code Section 54956.9(d)(1) to discuss existing litigation in the case of Hope Lamb and Richard Lamb v. Shandra Rial, et al., Humboldt County Superior Court Case No. CV2300479

## H. PUBLIC HEARINGS

### **Planning and Building**

[24-157](#)

1. Inland and Coastal Zone Short-Term Rental Ordinance to Allow the Use of Residences for Short-Term Rentals Within the Unincorporated Areas of Humboldt County

***Recommendation:***

That the Board of Supervisors:

1. Open the public hearing, receive and consider the staff report, and accept public comment;
2. Close the public comment portion of the public hearing;
3. Deliberate and comment on the draft ordinance(s) presented;
4. Adopt the resolution (Attachment 1) to take the following actions:
  - a. Find the Coastal Short-term Rental, Inland Short-term Rental, and Administration Ordinances are exempt from environmental review under the California Environmental Quality Act (CEQA) Guidelines pursuant to sections 15308, 15250, 15251, and 15265; and
  - b. Find amendments to Chapter 2 Administration, Procedures, Amendments and Enforcement, is consistent with the General Plan and the Coastal Act; and
  - c. Find the Coastal Short-term Rental Ordinance is consistent with the General Plan and the Coastal Act; and
  - d. Find the Inland Short-term Rental Ordinance, is consistent with the General Plan;
5. Adopt an ordinance (Attachment 2), Coastal Short-term Rental Ordinance (Adding section 313-60.05; amending sections 313-6 and 313-50.1.4.2, 313-55.4.10.6, 313-137, 313-138, 313-141, 313-143, 313-154, 313-163.1.3, 313-172.18, 313- 177.10, and 313-177.14, and repealing sections 313-44 and 313-172.2 of Chapter 3 of Division 1 of Title III of the County Code, Coastal Zoning Code relating to Short-term Rentals) as recommended by the

Planning Commission;

6. Adopt an ordinance (Attachment 3), Inland Short-term Rental Ordinance (Adding section 314-61.05; amending sections 314-6.6, 314-9.1, 314-9.2, 314-55.4.10.7, 314-138, 314-141, 314-143, 314-153, 314-154, 314-157, 314-163.1.3, and 314-177.6; and repealing sections 314-37, 314-44.1 and 314-172.2 of Chapter 4 of Division 1 of Title III of the Humboldt County Code relating to Short-term Rentals) as recommended by the Planning Commission;

7. Adopt an ordinance (Attachment 4) (Amending sections 312-1.2, 312-1.3, 312-3.3, 312-6, 312-6.3, 312-6.5, 312-6.7, 312-9.1, 312-10.2, 312-10.3, 312-14; adding Section 312-10.6; and repealing section 312-32.2 of Chapter 2 of Division 1 of Title III of the County Code, Zoning Code relating to Administrative Permits, Permit Suspension, and Cost Recovery) amending Chapter 2 Administration, Procedures, Amendments and Enforcement, to change the name of the responsible department, create an administrative permit and create provisions for suspension;

8. Direct the Clerk of the Board to publish post-adoption summaries of the Ordinances (Attachment 5) within 15 days after adoption by the Board, and to post in the Office of the Clerk of the Board of Supervisors a certified copy of the full text of the adopted ordinance along with the names of those Supervisors voting for and against the ordinance; and

9. Direct Planning Staff to prepare and file a Notice of Exemption with the County Clerk and Office of Planning and Research.

***Sponsors:***

Planning and Building and McClenagan

**Attachments:**

[Staff Report](#)

[Attachment 2 Coastal Short-term Rental Ordinance FINAL](#)

[Attachment 1 STRO Resolutions FINAL.docx](#)

[Attachment 3 Inland Draft Short-term Rental Ordinance\\_FINAL](#)

[Attachment 4 Chapter 2 Administration, Procedures, Amendments and Enforcement](#)

[Attachment 5A - Post-Adoption Summary - Chapter 2](#)

[Attachment 5B - Post-Adoption Summary - Coastal](#)

[Attachment 5C - Post-Adoption Summary - Inland](#)

[Attachment 6 Good Neighbor Guide final](#)

[Attachment 7A - Chapter 2 Administration, Procedures, Amendments and Enforcement](#)

[Attachment 7B - Draft Short-term Rental Ordinance\\_coastal 9.22.23](#)

[Attachment 7C - Draft Short-term Rental Ordinance\\_inland 9.15.23](#)

[Attachment 8 Housing & STR data Hum Bay Area 9.21.23](#)

[Attachment 9 - Location Map and STR\\_Density Heat Signature Map](#)

[Attachment 10A - Pre Workshop - AOB](#)

[Attachment 10B - Pre Workshop - Housing Stock and Cap](#)

[Attachment 10C - Pre Workshop - Neighborhood Concerns](#)

[Attachment 10D - Pre Workshop - Miscellaneous](#)

[Attachment 11A - Post Workshop - Housing Stock & Cap](#)

[Attachment 11B - Post Workshop - Neighborhood Concern](#)

[Attachment 11C - Post Workshop - Miscellaneous](#)

[Attachment 12A - CCC Comment Letter\\_STRs](#)

[Attachment 12B - FW Short Term Rental Ordinance \(2\)](#)

[Attachment 12C - FW Inclusion of Big Lagoon Estates in the Trinidad Area Plan](#)

[Attachment 12D - FW Short Term Rental Ordinance Comments for Public Hearing](#)

[Attachment 12E - FW Short term rental ordinance](#)

[Attachment 12F - Re Short-term Rental Ordinance Notification 1.23.24](#)

[Big Lagoon Park Subdivision -Dr. Minor.pdf](#)

[Short Term Rental Ordinance.pdf](#)

**I. MATTERS INITIATED BY BOARD****J. DEPARTMENT REPORTS****Human Resources****24-101**

1. Resolution for the Temporary Employment of Retired Annuitant as Library Operations Manager with the Humboldt County Library (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Adopt the attached resolution authorizing an exception to the 180-day wait period of the California Public Employees Retirement System (CalPERS) to supersede the resolution adopted by your Board at the Nov. 28, 2023, meeting; and
  2. Approve the employment of Ronda Wittenberg as a temporary retired annuitant Library Operations Manager (class 0661, salary range 512, step E) with the Humboldt County Library, to provide continuity of services while the Library fills this critically needed permanent position (4/5 vote required).

- Attachments:** [Staff Report](#)  
[23-1280 - Resolution No. 23-145](#)  
[Ronda resolution retired annuitant corrected](#)  
[Resolution No. 24-13.pdf](#)

### **Public Works**

#### [24-72](#)

2. Introduction of an Ordinance Amending Traffic Regulations in Humboldt County

- Recommendation:** That the Board of Supervisors:
1. Introduce an Ordinance amending Humboldt County Code Section 421-3 relating to boulevard stops in the Eureka area; amending Sections 422-7, 422-8, 422-9, 422-10, 422-11 and 422-12 relating to speed limits in the Eureka, Fortuna, Garberville, Loleta, McKinleyville and Redway areas; adding Sections 431-14.1, 431-14.2, and 431-83 relating to parking in the McKinleyville area; amending Section 432-1 regarding bus loading zones in the Eureka and Fortuna areas; adding Sections 435-2, 435-4, and 435-5 relating to bicycle lanes and bikeways; amending Section 435-3 relating to bicycle lanes and bikeways, all of Title IV of the Humboldt County Code. by title and waive the first reading;
  2. Find that the proposed ordinance is exempt from California Environmental Quality Act (CEQA) Guidelines pursuant to California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15301 - "Existing Facilities" and Section 15304 - "Minor Alterations to Land";
  3. Set the attached ordinance for adoption on Feb. 6, 2024, or at least one (1) week away from the date of the Board of Supervisors meeting at which the ordinance is first introduced;
  4. Direct the Clerk of the Board of Supervisors to publish the pre-adoption summary of the attached ordinance and to post a certified copy of the full text of the ordinance in the office of the Clerk of the Board of Supervisors at least five (5) days prior to the Board of Supervisors meeting at which the ordinance will be adopted [California Government Code Section 25124(b) (1)];
  5. Direct the Clerk of the Board of Supervisors, within fifteen (15) days after adoption of the attached ordinance, to publish a post-adoption summary of



the ordinance with the names of the Supervisors voting for and against the ordinance, and to post in the office of the Clerk of the Board of Supervisors a certified copy of the full text of the adopted ordinance and amendments along with the names of those Supervisors voting for and against the ordinance [California Government Code Section 25124(b)(1)]; and

6. Direct the Clerk of the Board of Supervisors, within thirty (30) days after the adoption of the attached ordinance, to sign the Certification for each Engineering and Traffic Survey for Speed Zone and Residential District of Business District Speed Zone Analysis (Attachments 5 through 15) and return a signed copy to the Department of Public Works Land Use Division.

**Attachments:**

[Staff Report](#)

[Attachment 01 - Ordinance \[0.01 MB\]](#)

[Attachment 02 - Pre-adoption Summary \[0.01 MB\]](#)

[Attachment 03 - Post-adoption Summary. \[0.01 MB\]](#)

[Attachment 04 - CEQA Notice of Exemption \[0.20 MB\]](#)

[Attachment 5 - Stop Sign Dauber at Summit Ridge \[1.00MB\]](#)

[Attachment 06 - Woody Road Speed Survey \[1.00MB\]](#)

[Attachment 07 - Central Avenue Speed Zone \[1.00MB\]](#)

[Attachment 08 - Crane Street 25 MPH \[1.00MB\]](#)

[Attachment 09 - Forest Drive 25 MPH \[1.00MB\]](#)

[Attachment 10 - Meyers Avenue 25 MPH \[1.00MB\]](#)

[Attachment 11 - Higgins Avenue 25 MPH \[1.00MB\]](#)

[Attachment 12 - Montgomery Street 25 MPH \[1.00MB\]](#)

[Attachment 13 - Orchard.Lne 25 MPH \[1.00MB\]](#)

[Attachment 14 - Par Avenue 25 MPH \[1.00MB\]](#)

[Attachment 15 - Scenic Drive 25 MPH \[1.00MB\]](#)

[24-148](#)

**3. Eel-Russian River Commission and Potter Valley Hydroelectric Project**

**Recommendation:**

That the Board of Supervisors:

1. Receive a staff report regarding the Eel-Russian River Commission and recent developments related to the Potter Valley Hydroelectric Project;
2. Form an ad hoc committee called the "Eel-Russian River ad hoc committee," separate from the Eel-Russian River Commission, to work with staff on issues related to the decommissioning of the Potter Valley Hydroelectric Project and the proposed New Eel-Russian Facility;
3. Appoint two Board members to serve on the Eel-Russian River ad hoc committee; and
4. Direct staff to return to the Board with an agenda item if there is a proposal to convene or terminate the Eel-Russian River Commission.

**Attachments:** [Staff Report](#)  
[Attachment 1.pdf](#)  
[Attachment 2.pdf](#)  
[Attachment 3.pdf](#)

**Clerk of the Board**

[23-1639](#)

4. Appointment of Board Members to Various Boards, Commissions and Committees for Calendar Year 2024 - Continued from the December 5, 2023 Board of Supervisors Meeting

**Recommendation:** That the Board of Supervisors:

1. Continue discussion on the remaining appointments for 2024 ( Eel Russian River Commission, Klamath Basin Coordinating Council and the Trinity River Basin Fish & Wildlife Subcommittee);
2. Continue research on the formation, role and background of the Eel Russian River Commission. Keep the committee in place for calendar year 2024 with Supervisor Bohn as the Member and Supervisor Bushnell as the Alternate;
3. Continue research on the status of the Klamath Basin Coordinating committee. Keep the committee in place for calendar year 2024 with Supervisor Madrone as the Member and Supervisor Wilson as the Alternate;
4. Continue research on the status of Trinity River Basin Fish & Wildlife Subcommittee. Keep the committee in place for calendar year 2024 with Supervisor Madrone and Supervisor Wilson as the Members; and
5. Approve the appointments list of Board Members to various boards, commissions and committees for calendar year 2024 as modified.

**Attachments:** [Staff Report](#)  
[Board Member Appointments List for 2024.pdf](#)

[24-42](#)

5. Consider Amendments and Updates to the Protocol for Board of Supervisor Appointments

**Recommendation:** That the Board of Supervisors:

1. Review and approve the attached protocol for Board of Supervisor Appointments;
2. Review the current list of Humboldt County Board Appointed Committees, Commissions, and Boards 2023 (Attachment A). The Board may recommend changes as needed;
3. Approve the updated Attachment B - Committees, Commissions, and Boards Exempt from the Appointment Protocol;
4. Approve the updated Appendix 1 - Format for Board Member Notification of Appointment;
5. Approve the updated Appendix 2 - Format for the Clerk of the Board item

Notice of Vacancy; and

6. Approve the updated appendix 3 - Format for the Clerk of the Board item to Consider Making the At-Large Appointment.

***Attachments:***

[Staff Report](#)

[Appointment Updated Protocol 2024.pdf](#)

[Attachment A 012324.doc](#)

[Attachment B 012324.pdf](#)

[Appendix 1.pdf](#)

[Appendix 2.pdf](#)

[Appendix 3.pdf](#)

[Board Member Appointment List for 2024.pdf](#)

**K. CLOSED SESSION (Please see Matters Set for Time Certain)**

**L. ADJOURNMENT**